

SOUTH CAROLINA APPRAISERS BOARD COURSE APPLICATION

PLEASE RETURN TO: SC LLR – APPRAISERS BOARD, P. O. Box 11847, COLUMBIA, SOUTH CAROLINA 29211-1847

I. PERSONAL INFORMATION

COURSE OWNER: _____

ADDRESS: _____ TELEPHONE: _____

_____ FAX NUMBER: _____

E-MAIL: _____ POINT OF CONTACT: _____

II. COURSE INFORMATION

COURSE TITLE: _____

Qualifying Course Continuing Education Course NUMBER OF HOURS: _____

THIS COURSE WILL DIRECTLY PROTECT THE PUBLIC INTEREST BY:

III. ACKNOWLEDGEMENT OF RESPONSIBILITIES

I hereby certify that all information supplied herein and on all attachments is true and accurate to the best of my knowledge. By my signature below, I certify that this course will be administered as submitted.

Personal information provided in this application may be subject to public scrutiny or release under the South Carolina Freedom of Information Act or other provisions of Federal and State law.

Signature: _____ Date: _____

IV. APPLICATION CHECKLIST

NOTE: Course will not be reviewed for approval until all documentation is received.

ENCLOSED WITH THIS APPLICATION ARE:

NONREFUNDABLE application fee:

- \$100 for courses less than 15 hours
- \$200 for courses 15 hours or more

The following documents must be submitted on CD or Flash Drive

- all course materials (text, PowerPoint slides, and/or handouts)
- description of the course and a copy of any advertising
- all quizzes, final examination and re-take exam, with answer keys, if applicable
- course evaluation forms
- course outline – objectives/learning outcomes (see next page)

